

**MONROE PORT COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, May 20, 2015 - 8:00 p.m.  
2929 E. Front Street - Monroe MI 48161**

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1. Call to Order: 8:00 p.m.
2. Members Present:  
Dale H. Brose, Chairman  
Thomas G. Myers, Vice Chairman  
Kenyon S. Calender, Secretary  
Lisa M. Leachman, Commissioner  
Thomas A. Krzyston, Commissioner  
  
Others Present:  
Paul C. LaMarre III, Port Director  
John J. Emig, Jr., Port Engineer  
Matthew D. Budds, Port Legal Counsel  
Richard Micka  
Vic Siech
3. On a motion by Vice Chairman Myers and supported by Commissioner Calender, the Meeting Agenda (Revision 1) was approved: Ayes 5; Nays 0. Motion passed.
4. On a motion by Commissioner Krzyston and supported by Vice Chairman Myers, the Regular Meeting Minutes of the Wednesday April 15, 2015 Meeting were approved: Ayes 5; Nays 0. Motion passed.
  - 4.1 On a motion by Commissioner Krzyston and supported by Vice Chairman Myers, the Special Meeting Minutes of the Thursday, March 26, 2015 Meeting were approved: Ayes 5; Nays 0. Motion passed.
5. Public Comment: None
6. On a motion by Commissioner Leachman and supported by Vice Chairman Myers, the Consent Agenda was approved. Ayes 5; Nays 0. Motion passed.
  - 6.1 Approve and place on file Port of Monroe Expenditures - Order 0420 March 16, 2015 through May 20, 2015.
  - 6.2 Accept and place on file AKT Peerless invoice number 38679 in the amount of \$1,120.00 for environmental consulting services (services 4-1 / 4-30-15) to be submitted to the Downriver Community Conference Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. BRA approved 5-14-15.
  - 6.3 Accept and place on file Johnson & Anderson Invoice 38244 in the amount of \$997.50 for inspection services and contract administration services to be submitted to the Downriver Community Conference Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. *Contingent on BRA 6-11-15 approval.*
7. Unfinished Business:
  - 7.1 The Suspense Calendar was reviewed and updated.

Due to the arrival of a gypsum barge this evening, Director LaMarre's Staff Report was provided at this time.

- Paul C. LaMarre III:  
Discussed the arrival of a gypsum barge this evening;  
Commented on the efficient efforts used by the Port and its partners;  
Discussed a possible resolution with Jack's Lawn Service

On a motion by Commissioner Krzyston and supported by Vice Chairman Myers, the Chairman was authorized to sign an agreement with Jack's Lawn Service, Inc providing that Jack's is permitted to remove as much composting material as desired until September 17, 2015. After that time, Jack's right to enter the Port's land is terminated and any composting material remaining shall become the property of the Port. Jack's shall leave the property in a condition acceptable to the Port, including clean-up of the oil near the Port's office.

8. New Business:

- 8.1 Compensation Notification Letter - Personnel Committee  
Commissioner Leachman provided information and data concerning the proposed Compensation Notification Letters.

On a motion by Commissioner Krzyston, supported by Vice Chairman Myers, the Compensation Notification Letter for Director LaMarre was approved for signature. Ayes 5; Nays 0. Motion Passed.

On a motion by Commissioner Calender and supported by Vice Chairman Myers, the Compensation Notification Letter for Rosa Link was approved for signature as modified to include the phrase "Non-Exempt". Ayes 5; Nays 0. Motion Passed

- 8.2 Review and update the Standard Operating Procedures.

On a motion by Commissioner Calender and supported by Vice Chairman Myers, the Standard Operating Procedures were approved and placed on file with a modification to change all references from Office Coordinator to Executive Assistant. Ayes 5; Nays 0. Motion passed.

- 8.3 Consider participation in Green Marine Environmental program.

On a motion by Commissioner Krzyston and supported by Vice Chairman Myers, the participation in the Green Marine Environmental Program for 2015 at a cost of \$1,538.00 was approved. Ayes 5; Nays 0. Motion passed.

9. Staff Reports:

- John J. Emig, Jr.  
Commented on the potential use of the old DTE stack as crushed concrete for the creation of a gravel lay down area on the Ventower leased parcel;  
Johnson & Anderson will review the creation of the lay down area.
- Matthew D. Budds:  
Referred to the prior discussion concerning Jack's;  
Discussed the status of conversations with OmniSource.

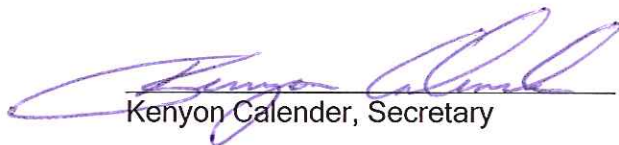
10. Other Business that may come before the Port Commission: None

11. Port Commissioners Comment: Commissioner Myers thanked the Commission for accommodating his scheduling request for this meeting.

12. Public Comment: None

13. Adjournment: 9:45 p.m.

These minutes are not considered official until approved by the Monroe Port Commission at their next regular scheduled meeting, Wednesday, June 17, 2015.



Kenyon Calender, Secretary

June 17, 2015  
Date